
TO: Kate Thunstrom, City Administrator
FROM: Todd Schwieger, Police Chief
SUBJECT: Towing Agreement
DATE: December 2, 2024

OVERVIEW:

On October 4th, 2024, the City was advised that Ark Towing and Recovery had dissolved and has assigned its interests in the Towing Agreement to Twin Cities Transport and Recovery.

On October 7th, 2024, City Council approved releasing a Towing Services Request For Proposal (RFP) to obtain future tow services for the City of St. Francis. The RFP was released on October 8th, 2024, with a deadline of October 23rd, 2024.

On October 11th, 2024, the City entered into an agreement with Twin Cities Transport and Recovery who expressly agreed to perform towing services in accordance with all of the terms and conditions outlined in the Memorandum of Understanding (MOU) with Ark Towing and Recovery.

The RFP window closed on October 23rd at 4:30 p.m. Three proposals were submitted by the closing date/time which included Twin Cities Transport and Recovery, North Star Towing Inc., and Leaf's Towing and Recovery. Proposals were reviewed against the standards of Equipment, Facilities, Personnel, Operational Structure, References, Pricing, and Financial Stability. After careful review of the three proposals, it was determined that Twin Cities Transport and Recovery had the technical qualifications and ability to best meet the City's towing needs.

Upon City Council approval the Contract for service shall commence on January 1, 2025, and terminating on December 31, 2027 ("Initial Term") unless terminated sooner pursuant to the termination provision of the contract or extended as herein provided. The term of this agreement shall automatically renew for one (1) additional period ("Additional Period") commencing on January 1, 2028, and terminating on December 31, 2030, upon all of the other terms, conditions, covenants and provisions set forth herein unless either party elects not to renew.

ACTION TO BE CONSIDERED:

City Council approval of the Towing agreement between the City of St. Francis and Twin Cities Transport and Recovery.

BUDGET IMPLICATION:

Twin Cities agrees that neither the City nor any Department thereof is responsible for any charges as a result of towing and/or storage and that Twin Cities assumes all responsibility for any and all unpaid charges.

Attachments:

- Towing Agreement between the City of St. Francis and Twin Cities Transport and Recovery